

Coös County Commissioners
Regular Meeting
Coös County Nursing Hospital - W. Stewartstown, NH
June 6, 2018

Present: Commissioners Tom Brady, Paul Grenier and Rick Samson; County Administrator Jennifer Fish; Superintendent Ben Champagne; Nursing Home Administrator Louise Belanger, Nursing Hospital Administrator Laura Mills; Administrative Assistant Linda Harris; Captain Keith Roberge; Human Resources Coordinator Julie Brunault; Brian Bresnehan from Congresswoman Ann Kuster's office; Ray Cyr; Attorney Robert Bonsignore and other Wentworth Location Residents.

1. Commissioner Brady opened the Commissioners' meeting at 9:18 a.m. and welcomed everyone to the meeting. County Attorney John McCormick led the Pledge of Allegiance.
2. Approval of the Agenda: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to amend the agenda to add Attorney Bonsignore under Hearing of the Public. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the agenda, as amended. All approved 3-0.

3. Approval of the Minutes of the May 18, 2018 and May 23, 2018, special meetings, as presented: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the minutes of the May 18, 2018 and May 23, 2018, special meetings, as presented. All approved 3-0.
4. Approval of Payrolls and Disbursements: A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the Payrolls and Disbursements for the month of May and to authorize the Treasurer, during the month of June, to meet all payroll obligations and pay all other obligations due during the month. All approved 3-0.
5. Correspondence: County Administrator Jennifer Fish reported there was no correspondence.
6. Hearing of the Public:
 - a. Ray Cyr - Wentworth Location: Mr. Cyr provided a packet of information to the Board that included background information relating to the previous repair of the riverbank on Chapel Hill Road. He continued that assistance requested from FEMA was denied. He has reached out to Executive Councilor Joe Kenney requesting possible assistance on the State level. The DES permit is valid until February 2019. He has contacted Dennis Thompson, the contractor who provided the previous riverbank repairs, for an updated quote. He has also spoken to Rep. Th  berge who also supports the repairs. A letter was also provided from the first responders from the Town of Errol supporting the repairs for safety purposes.

Commissioner Samson asked Commissioner Grenier and the County Administrator why he was not kept informed of the process as Wentworth Location is part of his district. He should have been involved. Commissioner Grenier replied that Mr. Cyr attended a Commissioners' meeting last year requesting assistance. Both he and Ms. Fish worked on the FEMA application and attended meetings which were reported at previous meetings.

Commissioner Samson asked Mr. Cyr if he had a dock. Mr. Cyr replied that he did and had a permit for a dock.

Commissioner Samson noted that the last time funds were provided for the repairs to the riverbank some property owners were concerned with the cost to Wentworth Location. Mr. Cyr replied that he was aware of the concerns.

Commissioner Brady asked if Mr. Cyr had any suggestions. Mr. Cyr replied that he has been chasing funding options. He estimated the cost for repairs to be \$36,000 - \$40,000. Commissioner Grenier stated that the matter needs to be conversed with the Delegation. He continued that there are several unincorporated places with large fund balances. He asked if Wentworth Location could legally borrow from these fund balances. Commissioner Brady asked Mr. Cyr if he would be willing to organize a meeting of the Delegation and Commissioners to view the Chapel Hill Road area. Mr. Cyr stated that there was no area to hold a public meeting but would contact the Wildlife Refuge. Commissioner Brady asked Mr. Cyr to work with the County Administrator to set up the meeting. Commissioner Brady asked Ms. Fish to obtain answers in regards to the legality of borrowing funds from the unincorporated places with large fund balances. He also asked to obtain quotes from financial institutions. He noted that if funds are borrowed it does not impact the County taxes; this is a Wentworth Location issue.

Brian Bresnehan stated that he has been made aware of the issue and also visited the area. He stated that if the FEMA application is still active he would be able to chase funding with the support of the Army Corps of Engineers. He asked to meet with Mr. Cyr to discuss the matter further.

Mr. Cyr also reported that the residents have been putting funds aside for road maintenance. The i-beams have been purchased for the riverbank repairs.

Commissioner Samson suggested that Ms. Fish contact Chairman Th  berge for the availability of Delegation members.

- b. Attorney Robert Bonsignore provided the Board with a report titled Government Opioids Cost Recovery Program which provided information on opioids. He reported that he has met with some of the counties in New Hampshire to provide information on a class action suit against pharmaceutical companies relating to the opioid crisis.

Commissioner Grenier asked what was needed from the county other than a signed agreement and if there were any costs. Attorney Bonsignore replied he would need data that would indicate damages to the county relating to opioids. There would be no costs or fees unless there were recoveries. Commissioner Grenier noted that the attorney would need to contact each local departments individually for the information. Commissioner Grenier stated that he had no issue with signing an agreement as no funding was requested. Commissioner Brady asked that the County Attorney review the agreement prior to the Board signing the agreement.

County Attorney John McCormick had several questions for Attorney Bonsignore. Commissioner Brady asked that the two meet separate from the meeting and that the County Attorney report back to the Board at the July meeting.

7. Report of the County Administrator Jennifer Fish. The written report that was submitted to the Board in advance of the meeting was as follows:

COUNTY

- a. The A Phase IA Archaeological Sensitivity Assessment has been completed for the proposed Coös County Water System Interconnection Project. The assessment was conducted by the Northeast Archaeology Research Center, Inc. on behalf of Underwood Engineers as part of the Section 106 regulatory process and meets archaeological standards and guidelines as established by the New Hampshire Division of Historical Resources (NH DHR) (NHDHR 2018). It was determined that there was no need for further investigation.

UNINCORPORATED PLACES

- a. Ms. Fish contacted FEMA representative Alec Waring for an update on the grant appeal. An official denial notice has not been received. The FEMA team is still preparing the notice called a Determination Memo. Once the memorandum is received then the county will have 60 days to appeal.
- b. Ms. Fish presented a public safety agreement with the Errol Fire Department to provide 24-hour emergency, rescue and fire services to the Unincorporated Places of a portion of Cambridge, Dix Grant, Dixville, Millsfield, Second College Grant and Wentworth Location. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the public safety agreement in the amount of \$2,400 per year with the Town of Errol. All approved 3-0.
- c. Ms. Fish received word from Phillip Miles, NH DOT that he is in the process of preparing the notices for the discontinuance of Cold Spring, Spur and Valley Roads. The notices will be posted in Errol, Berlin and the Registry of Deeds.
- d. The next planning board meeting is scheduled for June 27, 2018 in Lancaster at 6 p.m. The board will continue its review of a site plan review application for a cell tower in Green's Grant. If the application is found to be complete by the board a public hearing will be held that night.
- e. Ms. Fish reported that she had been notified by Tom Tillotson that he is currently not in the area to meet with the Board but was willing to discuss with the Board electronically. The Board asked that Ms. Fish contact Mr. Tillotson to find out when he will be in the area and to set up a meeting at that time.

Commissioner Samson asked if part of the agrimark funds could be used to dispose of 1,383 tires. Commissioner Grenier asked for an estimated cost for disposal prior to approving the expense.

8. Report of the Superintendent of Corrections Ben Champagne. The written report that was submitted to the Board in advance of the meeting was as follows:

TOTAL IN FACILITY	24
HOUSE OF CORRECTIONS	14
PRETRIAL	10
NH STATE PRISON INMATES	2
OTHER COUNTY INMATES	2

ELECTRONIC MONITORING PROGRAM	0
WORK RELEASE PROGRAM	0
FURLOUGH	0
HELD AT OTHER FACILITIES HOC= HOUSE OF CORRECTIONS PT= PRETRIAL	GRAFTON DOC: 2, HOC MALE, 1 PT MALE, 4 PT FEMALE, 2 HOC FEMALE NHSP: 2 HOC MALE
AVERAGE DAILY POPULATION MAY	23
MALE DAYS SERVED IN FACILITY MAY	714
FEMALE DAYS SERVED MAY	166 (14 females)
FEDERAL INMATE DAYS SERVED MAY	1(1 Federal detainees)
TOTAL INMATES BOOKED MAY	33
TOTAL INMATES RELEASED MAY	25

- a. Superintendent Champagne received a notice of resignation from Officer Anthony Havalotti on May 17, 2018. His last day with the department was on May 31, 2018. Officer Havalotti has been an outstanding officer and wished the best of luck. The department is seeking applications for the vacant position.
- b. May 6-12, 2018 was National Corrections Officers and Employees Week. Appreciation to the Department of Corrections employees was showed with a meal provided by the Nursing Hospital kitchen, thank you cards and a Yeti 20oz. "Rambler" for each employee. Superintendent Champagne expressed a special thank you to Chantal Rioux and her staff for the outstanding meals.
- c. Corporal Zach Covill and Officer Mike Rodevitz participated in the annual Law Enforcement Torch Run for Special Olympics. Superintendent Champagne thanked those gentlemen for representing the Department of Corrections.
- d. New windows in the Unit #2 Dayroom are scheduled to be installed by Dan's Glass and Mirror of Clarksville, NH sometime during the month of June. The install date is contingent on the delivery and weather permitting.
- e. The annual uniform order has been started; replacement of worn or unserviceable garments is the objective.
- f. Oasis Commissary Services conducted a presentation for the Department of Corrections on May 24, 2018 outlining their services for inmate commissary and accounting software associated to inmate accounting. A comparison will be done comparing the current commissary provider and Oasis Commissary to determine if a switch would be profitable.
- g. Superintendent Champagne requested a Nonpublic Session under NH RSA 91-A:3 II (g).
- h. Superintendent Champagne requested authorization to apply for a NH the Beautiful Grant to offset the cost of new recycling containers. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the Superintendent to apply for a NH the Beautiful Grant. All approved 3-0.

Commissioner Grenier commended Superintendent Champagne for the excellent tour prior to the meeting. The employees were all wearing their dress uniforms and looked professional. Commissioner Brady concurred. Commissioner Samson stated that he could detect a positive

attitude from the employees. He also noted that the outside work around the Coös County sign looked great.

9. Report of the West Stewartstown Nursing Hospital Administrator Laura Mills. The written report that was submitted to the Board in advance of the meeting was as follows:

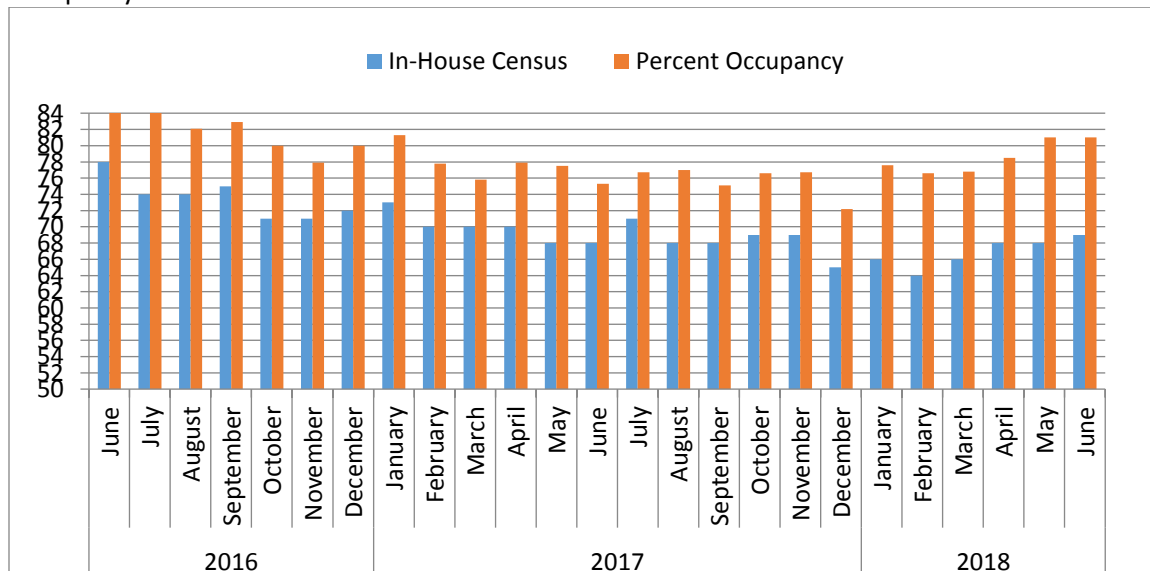
- a. Census: The census was 69. Occupancy for the month of May was 81% based on a bed count of 84. In May, there were four (4) admissions, two (2) discharges and two (2) deaths with a 10-day Respite admission on June 1. Staff are currently working on three (3) more admissions.

Of the 69 residents, eleven (11) are Private Pay. Seven (7) residents are Vermont Medicaid. Eight (8) residents are Medicaid Pending, six (6) residents for NH and two (2) for VT.

Totals for 2018: Seventeen (17) admissions, seven (7) deaths, seven (7) discharges and six (6) applicants that passed away before admission or went elsewhere.

Total residents who have received services or assistance from CCNH in 2018: One hundred-two (102).

- b. Occupancy:



- c. Staffing: The nursing department had 48 hours open for RN/LPN. One (1) 40 hour LPN and one (1) 32 hour RN were out on FMLA. Two (2) contract nurses and a few “temps” have been covering the open hours. The Director of Nursing, Staff Development Director, MDS Coordinator, Clinical Coordinator, other staff nurses, and Ms. Mills have been covering some of the open hours.

The nursing department had 224 open LNA hours. Two (2) 32 hour LNAs were out on Maternity Leave, one (1) 40 hour Restorative Aide, one (1) 40 hour LNA/MNA and two (2) 32 hour LNA/MNAs were out on FMLA. A contract LNA will be needed to cover some of these hours. Due to the low census, the department has been working with less staff, utilizing “temps”, and will only fill critical need hours until census increases.

At the meeting, Ms. Mills announced that two long term employees will be retiring at the end of the month. One of the employees has asked to work as a temporary employee. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to approve the hiring of the employee as a temporary employee no more than 24 hours per week. All approved 3-0.

- d. Medicaid Rate: The Nursing Hospital received its preliminary Medicaid Rate for July 1, 2018 projected to be \$164.19, an increase of \$10.49 over the current rate of \$153.70. The Vermont Medicaid rate will also increase to approximately \$213.53.
- e. Fire Panel: The fire panel was replaced on May 14 and 15. There were issues with one of the zones which was corrected on May 30.
- f. Generator: Ms. Mills received the new quote for the part. A date will need to be set up for installation. She was told 4-5 weeks from receipt of the work order.
- g. Telephone System: At the last meeting, telephone system issues after the generator work were discussed. Telephone issues continued for the next week. The system is working but still has some issues.
- h. County Van: There have been issues with the lift on the van. It has been worked on by maintenance staff, local automotive repair shops and the Tri County Cap garage in Berlin but we're still having issues. The van was brought to Mobilityworks in Londonderry to have the lift worked on. While it was there staff was provided with a loaner van which staff fell in love with. It was one of the wheelchair accessible minivans. This is definitely worth looking into when it is time to replace the wheelchair van. The van lift is working fine now.

At the meeting, Ms. Mills reported that there were still issues with the lift.

- i. IV Training: Ms. Mills has been working with the Director of Nursing and Pharmerica to set up a date in July.

Commissioner Samson asked if all nurses would be trained. Ms. Mills replied only RNs except for the recently hired who have IV experience.

- j. Annual Family Picnic: This year's Family Picnic will be on Sunday, July 15. The theme is "Down Under-Australia."
- k. QAPI: Staff continue to make progress on the QAPI Plan for the new regulations. The facility has a Performance Improvement Project (PIP) working on improving communication with providers by using the SBAR tool.

As part of QAPI, the Social Services Director did a satisfaction survey with our residents. The results were provided separately.

- l. Salary Schedules: The Nursing Home Administrators from both facilities met Wednesday to work on comparing job descriptions and bringing the salary schedules together to have one system for both places. The suggestions will be presented to the County Administrator and HR for consideration.

m. Family/Resident/Staff Concerns: No Ombudsman reports were filed this past month. There was an issue with a resident's family member who had an argument with her own family at home, packed her things and moved herself into an empty room in the nursing home last Sunday. When the Director of Nursing came in Memorial Day morning she had to ask her to leave.

n. Committee Reports:

NHAC Executive Committee: Ms. Mills attended the meeting on May 4. The next meeting was supposed to be scheduled for June 8 but when the agenda came out it was scheduled for June 1. Ms. Mills did not attend as she attended the Rest Area Dedication for Fred King.

NHAC Nursing Home Affiliate: Ms. Mills attended by conference call on May 17. The next meeting is scheduled for June 14 in Berlin. Ms. Mills is also on the Education Committee and has worked on setting up a presenter for the County Conference.

North Country Workforce Group: The next meeting is scheduled for June 19. Ms. Mills is on a subcommittee to plan an educational event/recognition day for North Country LNAs.

o. Ms. Mills requested a nonpublic under RSA 91-A:3 II(c).

Commissioner Samson asked if there were issues with the scheduling and callouts. Ms. Mills replied that FMLAs are the biggest issue at this time.

10. Report of the Berlin Nursing Home Administrator Louise Belanger. The written report that was submitted to the Board in advance of the meeting was as follows:

a. Census: The current census was 96. Thirteen (13) residents were private pay and seven (7) residents were Medicaid pending. The average daily census for May was 94.0; there were six (6) admissions, zero (0) deaths and four (4) discharged.

SNF: Part A: 6 residents. Part B: 22 residents.

Year to Date: the average daily census 93.8, admissions 30, deaths 17 and discharged home 12. Total residents who have received services at CCNH in 2018: 125

b. Nursing Department: Currently there were 188 hours of open nursing (RN/LPN) positions (4.70 FTE's). This did not include the 5 open positions held by employees who are in the Tuition Loan Program; however, these employees will begin working their bid hours during the summer months. Three agency LPNs are helping with open positions/hours. There were 660 hours of LNA open positions (16.50 FTE's). Two agency LNAs are helping with open positions/hours but the department was still looking for more agency LNAs. The department received an agency LNA candidate that will be available to start mid-June. These figures do not reflect employees out on an FMLA or workers Comp. Update prior to the meeting: five LNA applications and two RN applications were being processed. The department hoped to have all the paperwork completed and the applicants attend orientation either on June 5 or June 12 pending the return of the appropriate paperwork needed. She has been meeting monthly with staff to discuss the shortages and increase morale.

- c. Medicaid Rate: The Medicaid rate for July 1 was set at \$172.31 which was an increase of \$8.44 from \$163.87. This was a significant and welcomed increase.
- d. National Nursing Home Week was May 14-18. The week was filled with many activities for the residents and their families to enjoy. The Berlin High School Band performed at the opening ceremony on Monday. Therapeutic Music with Angela Brown was enjoyed twice during the week. A visit from the Moffett House to celebrate ancestry on Wednesday. Thursday began with breakfast for all staff, followed by the Nursing Home's own Royal Weddings and reception with wedding cakes (renewal of wedding vows for residents and their spouses, 5 couples). The week ended with a barbecue on Friday. There were many other activities scheduled throughout the week. The staff enjoyed a week of treats during their breaks and a special gift of appreciation on Thursday.
- e. Residents Art Work: Mrs. Belanger reminded that residents' art work was on display at the St. Kieran Community Center for the Arts. The art work will be on display for several months. The residents are very excited for the opportunity to display their work to the community.
- f. Primex³: Mrs. Belanger asked Primex³ to coordinate and present a program for professional development related to teambuilding and conflict resolution/prevention. Nick Manolis will be conducting a session at the nursing home entitled "Whatever Happened to Civility, Courtesy, and Respect?" The session will be approximately 2 hours, there is no charge for the presentation.
- g. Salary Schedules: As previously stated by Ms. Mills, both nursing home administrators met and placed their facility's job descriptions into groups. It went very well. The next step will be to meet with the County Administrator and HR to review their process and recommendations.

At the meeting, Mrs. Belanger reported that while both nursing home administrators were reviewing the salary schedules, it was discovered that the Berlin Nursing Home uses the RN1 salary schedule for beginning nurses which West Stewartstown no longer uses. Mrs. Belanger stated that she would like to discuss updating the wages for the RNs which her budget can absorb. She will present the proposal including the wages and benefits to the Board at the July meeting.

- h. Nursing Department: Mrs. Belanger requested Commissioners' approval for the Restorative Nurse to attend a workshop in Connecticut. The workshop is for Skilled Nursing Facilities and will review compliance, audits, analysis, efficiency, education, regulatory measures/preparedness and reimbursement. The facility would only be paying for the two-day conference as mileage and lodging have been taken care of. This workshop is not being offered in NH at this time. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to authorize the out of state travel for the Restorative Nurse to attend a workshop in Connecticut.
- i. RFP for a Tractor: Mrs. Belanger presented a draft bid request with specific specifications for a tractor for Commissioners review and approval. Commissioner Brady suggested including a cab to the RFP.
- j. Meetings/Committee Reports:

NHAC Nursing Home Affiliate: The meeting will be held at the Berlin Nursing Home on June 14. It has been several years since the Nursing Home Affiliate has visited the Berlin Nursing Home.

North Country Health Care Workforce Group: The next meeting will be on June 19. As a result of the May 15 meeting, the Berlin Nursing Home will be hosting an information session on June 27 from 2:00 pm to 3:00 pm with Vermont Technical College regarding an LPN program. The informational session will present an overview of the LPN program and the application process.

NHAC Executive Meeting was scheduled for June 1 and Mrs. Belanger did not attend.

AVH Board of Directors: Mrs. Belanger attended the monthly meeting which was held on May 31.

- k. The survey window is open.
- l. At the meeting, Mrs. Belanger reported that there are issues with one of the washing machines (1998 model). The Environmental Services Manager has met with Yankee Equipment to discuss options. The cost to repair will be \$8,000 instead of purchasing new. She noted that the department will be looking to replace in 2-3 years. Commissioner Grenier suggested that since both nursing homes may need new washers that maybe there could be economy of scale purchases.

Commissioner Samson also asked Mrs. Belanger if there were issues with callouts and scheduling. Mrs. Belanger reported that it is very difficult due to the shortages. There was discussion about the union not allowing hiring off step. Commissioner Grenier noted that cost items will not be considered unless the LPN steps are updated.

- 11. Report of the Director of Finance Carrie Klebe. The written report that was submitted to the Board in advance of the meeting was as follows:
 - a. The Director of Finance did not attend the Commissioner's Meeting as she was participating in the Primex³ Supervisors' Academy on June 5, 6 and 7 in Concord.
 - b. The County has been notified that on May 31, 2018, it will receive its final Equity Repayment from Agri-Mark Inc. in the amount of \$10,924.87.
 - c. The County received notice that an annual payment will be received for the Unincorporated Places lands under the administration of the U.S. Fish and Wildlife Service. The total amount to be received will be \$6,639. The share of the payment for Cambridge will be \$4,543 and Wentworth Location \$2,096.
 - d. As of May 30, the County had drawn \$3,600,000 from the Tax Anticipation Note line of credit.
 - e. The 2018 MS-45 was signed by Commissioner Samson as the Clerk.
 - f. Baker Newman Noyes has completed and submitted the first Medicare Cost Report for 2017.

- g. The 2016 Preliminary Medicaid Cost Report Desk Review for the Berlin Nursing Home was completed as of May 2, 2018. The Medicaid Field Audit Report for the West Stewartstown Nursing Hospital for 2016 was completed as of 5/8/2018. Both facilities were found to be in substantial compliance with the cost reporting requirements with a few adjustments made by the auditors.
- h. The majority of the 2017 Financial Audit by Melanson Heath has been completed. Mrs. Klebe still needs to complete the Actuary valuation before the auditors can finish the financial reports. Mrs. Klebe reported that she planned to have the County's portion of the Actuary valuation completed in June.
- i. As of May 21, Granite Bank merged with Bangor Savings Bank. Coös County had several accounts that were involved in this transition.
- j. The Finance Department is still in process with Business Management Systems Inc. (BMSI) to implement the time and attendance software and scheduling software. The programmer who is building these programs for Coös County visited the West Stewartstown Facility on May 31 to see firsthand the procedures and how all the different modules (Time & Attendance, Scheduler & Payroll) work together currently. He also introduced the Human Resource module that he is developing for Coös County. This was a productive work-session that should help to launch these new programs soon.

12. Report of the HR Coordinator Julie Brunault. The written report that was submitted to the Board in advance of the meeting was as follows:

HR Activity Report: 5/01/18 - 5/31/2018

a. New Hires: 4

Department:	#	Positions
Nursing Hospital	1 (PT)	LPN
Nursing Home	3 (2 PT, 1 Temp)	2 DA, 1 LPN

b. Separations: 3

Department:	#	
Nursing Home	2 (PT)	LNA
Corrections	1 (FT)	Officer

c. Change in Status: 5

Department:	#	
Nursing Hospital	2 (1 Temp, 1 PT)	1 DA "PT" to "TEMP" 1 LNA "Temp" to "Full time"
Nursing Home	3 (PT)	Asst. DON, LNA, UA "PT" to "TEMP"

Reasons for separation/Change of status:

- 1 - Other job opportunity
- 1 - unable to meet job specifications
- 1 - voluntary resignations

FMLA/Leave of absences/ADA: 18
 Nursing Hospital 8 (2 FT, 6 PT)
 Nursing Home 9 (2 FT, 7 PT)
 County 1 (FT)

- d. The HR Department was in the process of finalizing the County's annual open enrollment period where employees can make changes to their benefits plans. Mrs. Brunault thanked Kirstin Barber from NHIT, Karen Cook from Benefit Strategies and Melanie Huntington from Delta Dental and Vision for being on site and making themselves available to Coös County employees.
- e. On May 31, 2018, Tim Khrapunov from BMSI was on site to demonstrate the Human Resource module. The time factor for implementation of the HR program will be upon the finalization of the time keeping conversion.
- f. Upcoming events: June 22, 2018, HR Affiliate meeting at the Primex³ building in Concord, NH

13. Commissioners' Committee Reports:

Commissioner Grenier reported that AVRDD will be holding its Hazardous Waste Collection Day on June 30. There will be a public hearing on the expansion of the Mt. Carberry Landfill.

Commissioner Samson reported that the Connecticut Headwaters Committee named Gail Hanson as the Chair.

14. Other Business:

- a. Budget Transfers: The following budget transfer was approved by the Board:

Coös County Nursing Home:

To:	02-05640-2300 Contract Nurses	120,000.00	
From:	02-05640-0200 Registered Nurses' Salaries		120,000.00

15. Unincorporated Places:

- a. Yield Tax Warrants: Linda Harris, Tax Collector, presented two yield tax warrants for the Board's approval:

Cambridge	\$ 79
Millsfield	\$504

16. Any other public input:

Captain Keith Roberge reported that the department has been busy with OHRV patrols. Wayne Saunders will be the OHRV Coordinator for the Sheriff's Department.

Commissioner Samson stated that statements made at the May 18 Delegation meeting which were misconstrued. He spoke to the Register of Deeds and Chairman Th  berge and sent a letter of apology to Grafton County and Fidar.

- 17. A motion was made by Commissioner Grenier, seconded by Commissioner Samson to enter into non-public session per RSA 91-A:3 II (c) at 11:10 a.m. All approved 3-0.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to come out of non-public at 11:20 a.m. All approved 3-0.

Commissioner Brady stated the Board did not meet with Superintendent Champagne under NH RSA 91-A:3 II (g) as they were not prepared to make a decision. A meeting will be held at a later date with both the Superintendent and the Sheriff. Commissioner Grenier agreed. Commissioner Samson stated that he will go with whatever decision the Board agrees with but would prefer meeting with only the Superintendent as it is his department. Commissioner Brady asked for the proposed budget increase on the department and would also like information/policies from the other counties as well.

Commissioner Samson stated that a decision needs to be made in regards to the County House. The Board needs to be make a recommendation to the Delegation. Commissioner Brady asked that the County House be placed on the July agenda. This will be the last opportunity for any suggestions for the use of the house. If there are none, why keep the house.

The next meeting will be held on Wednesday, July 11, 2018 at the North Country Resource Center in Lancaster, NH at 9:00 a.m.

A motion was made by Commissioner Grenier, seconded by Commissioner Samson to adjourn the meeting at 11:25 a.m. All approved 3-0.

Respectfully submitted,

Rick Samson, Clerk